

NEWPORT PUBLIC LIBRARY

Board of Trustees

Meeting Minutes

November 15, 2012

1. Call to order: President Mary Ambrogi called the meeting to order at 4:30 p.m. in the Rotary Board Room of the Newport Public Library.

Attendance: Mary Ambrogi, Jennifer Booth, Lynn Ceglie, Paul Gaines, David Gordon, Robin Skuncik Jones, Susan McCoy, Justin McLaughlin, David Reed, Sheila Sulentic and library director Regina Slezak. Marriam Ring was in attendance for Chuck Flippo, President of the Friends of the Library.

Excused: Carol Cummins, Doriennne Farzan, Chuck Flippo, Girard Galvin, Eileen Hadfield

2. Amendment to the agenda:

Mary Ambrogi made one addition to the agenda. Under the heading New Business, she added that the February meeting be moved to the fourth Thursday of the month, February 28th . School vacation week is scheduled during the third week of February when the Board usually meets and many members will be away.

3. Minutes of the October 18, 2012 meeting:

Susan McCoy asked for changes or additions to the minutes. Hearing none, she asked for a motion to accept the minutes as presented. Paul Gaines moved to accept the minutes of the October 18, 2012 meeting. Jennifer Booth seconded the motion. Ambrogi, Jennifer Booth, Lynn Ceglie, Paul Gaines, David Gordon, Robin Skuncik Jones, Susan McCoy, Justin McLaughlin, David Reed, and Sheila Sulentic voted for the motion. There were no votes against. The vote was unanimous.

The motion carried.

4. Finance Committee report:

Financial statements for October 2012 were reviewed. Robin Skuncik Jones reported that income was over budget year to date while expenses are under budget. Investments are up 4.25% year to date.

5. President's report:

Mary Ambrogi reminded Board members that there is no Board meeting in December. The next meeting is January 17, 2013.

6. Financial Development Committee report:

Susan McCoy reported that the library has begun its annual appeal and 2,495 annual appeal letters were mailed today.

7. Building and Grounds Committee:

David Reed reported that a problem with venting in the boiler was averted, saving the library \$10,000.

8. Friends of the Library:

Marriam Ring reported that the Friends holiday sale was very successful earning over \$4,000. E-bay sales have been slow over the summer due to volunteers on vacation but are now back on track.

9. Director's Report:

In addition to her written report, Regina Slezak reported that the library was closed two days during the hurricane but sustained no serious damage.

The Champlin Foundations has approved a grant for \$31,505 to the library to purchase a van to replace the aging bookmobile and a new microfilm reader printer. The library will receive the money in December.

10. Old Busniess:

a. City management of health insurance reserve:

At the last Board meeting, a vote was taken to have the city manage the library's health insurance reserve fund along with its own. Upon further study, the library would like to retain possession of the fund to manage it.

David Reed made a motion keep the library's health insurance reserve fund. Jennifer Booth seconded the motion. Ambrogi, Jennifer Booth, Lynn Ceglie, Paul Gaines, David Gordon, Robin Skuncik Jones, Susan McCoy, Justin McLaughlin, David Reed, and Sheila

Sulentic voted for the motion. There were no votes against. The vote was unanimous.

The motion carried.

11. New Business:

a. Reorganizing library space:

Regina Slezak reported on the library's continuing effort toward becoming more customer centric using the service model created by the San Jose Library System. So far, materials have been grouped together so customers can find them easily, ordering of materials has been with the customer in mind and programming has increased along with attendance.

12. Adjournment:

The meeting was adjourned at 5:30.

The next meeting is scheduled on January 17, 2013.